

125.0 Attorney General/Fire Marshall

IT Plan Version: B 1

Goals and Objectives

Goal: 1 : The Office of Attorney General will improve its ability to share automated information between its divisions, other state agencies, county and city agencies and the public in the most economical, efficient and effective manner.

Objectives

| | Timeframe | Accomplishments/Status |
|---|-----------|---|
| 1 Rewrite Criminal History, warrants, protection Orders, sex offender registration, and concealed weapon permits to be integrated so that search capabilities will notify user of which system has information. | 99-01 | Criminal History and warrants have been completed. The rest of the applications should be completed integrated this biennium. |
| 2 Ensure that all applications within the Office of Attorney General are integrated and capable of sharing information | Ongoing | An application security system was developed for use in-house to help link applications together. The new licensing application was linked so that licensing personnel could do record checks using the new criminal history system before issuing licenses. The new Gaming system will allow the same for doing record checks for purposes of employment by gaming establishments. |
| 3 Define and implement a PC/hardware replacement plan to establish consistent purchasing practices and to ensure that equipment is kept as functional as possible for the needed requirements | Ongoing | A plan was established with a commitment to a 3-year replacement cycle for PCs. This will be reviewed on a regular basis. |
| 4 Implement the AG home page on the agency's own WEB server and maintain current information. | 97-99 | A WEB server was purchased and setup at BCI. The information that was being maintained on the ITD server was updated and placed on our new server. IT personnel were trained on how to maintain. |
| 5 Evaluate and implement WEB based applications and information over the internet for the sharing of information with governmental institutions as well as the public. | Ongoing | We placed AG opinions on the home page and continue to add to them. Sex Offender information will be published when the current system is rewritten this biennium. |
| 6 Implement an internal budgeting and financial application to allow for the budgeting and reporting of actual expenditures for the Divisions | 99-01 | We have purchased the software and are implementing portions of it at a time. Will eventually interface with OMB System. |
| 7 Continue to do strategic planning and prioritize all projects within the overall strategy of the agency for meeting the identified goals and objectives. | Ongoing | |
| 8 Evaluate and perhaps implement a document storage/retrieval system | 01-03 | This was evaluated in 97-99 and was rejected internally as not a high priority at that time. Also, the agency felt we did not have the time to evaluate work flow and make some business decisions to maybe change processes at that time. |

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Goal: 1 Continued....

Objectives

9 Work with other agencies to define and work toward a law enforcement network with an integrated justice system. This will require the rewriting of several current in-house systems. It will also require a major look at security state wide.

Timeframe

Ongoing

Accomplishments/Status

We are currently doing preliminary research on this initiative at this time. This objective will be broken down into smaller segments some time in the future. To complete this objective, will require a lot of effort over several bienniums.

10 Provide support to states attorneys, police departments, sheriff offices and fire departments accessing our systems

Ongoing

11 Provide enhancements and application support for current in-house applications

Ongoing

12 Continue to work with ITD for viable solutions to connecting law enforcement agencies and states attorneys to our applications without hindering security efforts.

Ongoing

13 Continue to discuss with ITD the feasibility of having fiber laid to BCI

Ongoing

14 Implement SMS to help with remote site troubleshooting

99-01

Goal: 2 The Office of Attorney General will continue to work toward communicating effectively and efficiently with its own remote sites, as well as other governmental entities and the general public.

Objectives

1 Connect BCI and Fire Marshal remote sites directly and securely to our network.

Timeframe

99-01

Accomplishments/Status

Wahpeton, Williston, Dickinson and Minot were added this biennium. This leaves Devils Lake and Grafton to be done. They still connect via dialup.

Goal: 3 : Provide information system for the Fire Marshal Division

Objectives

1 Implement a fire incident reporting system to be compatible with the National Fire Incident Reporting system

Timeframe

99-01

Accomplishments/Status

This database is a part of a national program to track all fire incidents within the state and the cause of the fires

2 Implement a fire investigation case management system to handle all the fires that need further investigation.

01-03

This may be done as a part of the law enforcement network and the rewriting of systems. The BCI case management system needs to be rewritten. These two case management systems should be looked at together.

Goal: 4 : Provide assurance that the data of the agency is secure and accurate

Objectives

1 Develop and maintain a security plan agency wide

Timeframe

Ongoing

Accomplishments/Status

With more and more information being published over the web or shared with other agencies, security assessment and review are essential on a regular basis. Security is a constantly changing area in technology and can not be considered a one time evaluation and solution, but must be an ongoing process to verify that all areas of vulnerability are covered.

2 Review and update IT policies

Ongoing

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Goal: 4 Continued....

Objectives

- | | | | |
|---|--|---------|--|
| 3 | Evaluate and implement where necessary - encryption, firewalling, smart cards, digital certificates. | Ongoing | |
|---|--|---------|--|

Timeframe

Accomplishments/Status

Goal: 5 Provide personnel with tools that will make them more self-sufficient

Objectives

- | | | | |
|---|--|-------|--|
| 1 | Implement a centralized help desk function | 97-99 | This was implemented and is fully functional |
|---|--|-------|--|

Timeframe

Accomplishments/Status

- | | | | |
|---|---|---------|--|
| 2 | Implement an ad-hoc reporting tool where feasible | Ongoing | |
|---|---|---------|--|

- | | | | |
|---|--|---------|--|
| 3 | Evaluate and implement voice recognition software where feasible | Ongoing | |
|---|--|---------|--|

- | | | | |
|---|--|-------|--|
| 4 | Evaluate and implement video conferencing where feasible | 01-03 | |
|---|--|-------|--|

Goal: 6 : Provide means for Gaming Division to Process gaming tax returns in a timely manner

Objectives

- | | | | |
|---|---|-------|--|
| 1 | Implement new gaming system with tax return, audit, and investigative modules | 99-01 | |
| 2 | Implement bar-coded gaming stamps | 99-01 | |
| 3 | Support multiple organizations and distributors filing tax returns and reports electronically | 99-01 | |

Timeframe

Accomplishments/Status

| Activity | Priority | Activity Type | Start Date | End Date | | 99-01 | 01-03 | 03-05 | |
|--|----------|-----------------|------------|------------------|---------|-------------------------|-----------|-------------|-------------|
| 1 | | Network Support | 1 | Maintenance/Base | Ongoing | | | | |
| This covers the support and maintenance of the Agency’s local area networks at all locations. 99-01 estimates are very low for several reasons. At the point the plan was done for that biennium, IT had just been made a division within this office. Before that it was in Fin/Admin and IT costs were mixed in with that budget. Also, IT costs were buried in other division budgets and because of the way the plan was organized the first time, it was hard for us to identify all costs. Much of the existing maintenance for the AFIS system hardware, etc. was not identified in IT budget. The telephone costs were not identified in IT budget. The difference in estimate between 01-03 and 03-05 is anticipated ITD increases and increases in our support to external customers such as states attorneys, clerk of courts, and moves and rewiring for our remote BCI offices. | | | | | | | | | |
| | | | | | | IT PLAN ESTIMATED COST | \$852,344 | \$1,700,000 | \$1,900,000 |
| | | | | | | BASE BUDGET REQUEST | | \$1,747,492 | |
| | | | | | | OPTIONAL BUDGET REQUEST | | \$126,000 | |
| | | | | | | BUDGET NONAPPROPRIATED | | \$0 | |

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| Activity | Priority | Activity Type | Start Date | End Date | 99-01 | 01-03 | 03-05 | |
|--|--|------------------|------------|----------|-------------------------|-----------|-----------|-------------|
| 2 Application Develop | 2 | Maintenance/Base | Ongoing | | | | | |
| This activity covers all support and enhancements to existing business applications. 99-01 estimates are very low for several reasons. At the point the plan was done for that biennium, IT had just been made a division within this office. Before that it was in Fin/Admin and IT costs were mixed in with that budget. Also, IT costs were buried in other division budgets and because of the way the plan was organized the first time, it was hard for us to identify all costs. The difference in estimate between 01-03 and 03-05 is anticipated web development and the cost of training and software. | | | | | IT PLAN ESTIMATED COST | \$350,000 | \$750,000 | \$850,000 |
| | | | | | BASE BUDGET REQUEST | | \$750,097 | |
| | | | | | OPTIONAL BUDGET REQUEST | | \$0 | |
| | | | | | BUDGET NONAPPROPRIATED | | \$0 | |
| Activity | Priority | Activity Type | Start Date | End Date | 99-01 | 01-03 | 03-05 | |
| 3 IT Administration | 3 | Maintenance/Base | Ongoing | | | | | |
| This activity covers the overhead of salaries, rent, etc for IT staff. | | | | | IT PLAN ESTIMATED COST | \$416,464 | \$800,000 | \$1,100,000 |
| | | | | | BASE BUDGET REQUEST | | \$790,604 | |
| | | | | | OPTIONAL BUDGET REQUEST | | \$252,105 | |
| | | | | | BUDGET NONAPPROPRIATED | | \$0 | |
| Activity | Priority | Activity Type | Start Date | End Date | 99-01 | 01-03 | 03-05 | |
| 4 Uniform Crime Rpt | 5 | New Initiative | 07/2001 | 06/2003 | | | | |
| Large | This project is to rewrite the Uniform Crime Reporting system which currently is part PC based, part AS400 based and part mainframe based. This should be defined along side of case management so that it interacts with that system to be able to generate the statistics needed. If it were not rewritten it would still need major enhancements to fix some problems with the current system. Many agencies are refusing to use it because of the many problems and it doesn't meet their needs. If the agencies do not use it, the state cannot compile crime statistics. | | | | IT PLAN ESTIMATED COST | \$0 | \$300,000 | \$0 |
| | | | | | BASE BUDGET REQUEST | | \$0 | |
| | | | | | OPTIONAL BUDGET REQUEST | | \$296,065 | |
| | | | | | BUDGET NONAPPROPRIATED | | \$0 | |
| | | | | | | | | |
| Justification: The PC portion of this system is written in CLIPPER (DOS) and has problems with new versions of Windows. If it were not rewritten it would still need major enhancements to fix some problems with the current system. Many agencies are refusing to use it because of the many problems and it doesn't meet their need. If the agencies do not use it, the state cannot compile crime statistics. | | | | | | | | |
| Impact on other activities: IF this does not get rewritten it will cause our network and application support hours to continue to climb as more and more incompatibility issues surface. If the application were to be rewritten increase costs to maintenance activities will be minimal and support hours would decrease. | | | | | | | | |

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|--------------|-------------------------|-------------|-------------|-------------|
| Total Agency | IT PLAN ESTIMATED COST | \$1,618,808 | \$3,550,000 | \$3,850,000 |
| | BASE BUDGET REQUEST | | \$3,288,193 | |
| | OPTIONAL BUDGET REQUEST | | \$674,170 | |
| | BUDGET NONAPPROPRIATED | | \$0 | |